



DATE:	February 28, 2012
APPROVED BY:	

**MINUTES OF THE
LAKE COUNTY PLANNING COMMISSION
January 31, 2012**

The Lake County Planning Commission hereby finds and determines that all formal actions were taken in an open meeting of this Planning Commission and that all the deliberations of the Planning Commission and its committees, if any, which resulted in formal actions, were taken in meetings open to the public in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Vice Chair Hausch called the meeting to order at 5:00 p.m.

ROLL CALL

The following members were present: Messrs. Adams, Brotzman, Morse, Schaedlich, Siegel, Welch, Zondag, and Mmes. Hausch. Staff present: Messrs. Boyd, Radachy, and Ms. Truesdell.

ELECTION OF OFFICERS

Mr. Morse, Mr. Siegel and Mr. Brotzman met prior to the meeting to elect the officers for 2012. Mr. Morse, Chair of the Nomination Committee, read and submitted a document stating that Ms. Hausch was nominated as Chair, Mr. Zondag was nominated as Vice Chair, and Mr. Boyd was nominated as Secretary. All agreed to serve in their respective offices.

Mr. Schaedlich moved and Mr. Welch seconded the motion to approve the officers as nominated.

All voted "Aye".

2012 MEETING DATES AND TIMES

Mr. Boyd suggested the 5:00 p.m. starting times as opposed to the staggered schedule of starting times in 2011.

Mr. Radachy presented the meeting dates and times for 2012.

Mr. Siegel moved and Mr. Morse seconded the motion to approve the 2012 meeting times at 5:00 p.m. and dates as submitted.

All voted "Aye".

MINUTES

November 29, 2011 Minutes

Mr. Siegel moved and Mr. Brotzman seconded the motion to approve the November 2011 minutes. The December 2011 meeting was cancelled.

Mr. Adams questioned the fact that Ms. Pesec came in late for the November meeting. Mr. Boyd said he thought it was the October meeting. Staff will verify this point.

Mr. Schaedlich moved to approve the November 2011 minutes. Mr. Siegel seconded the motion. Staff will verify the arrival time of Ms. Pesec at the meeting.

Six voted "Aye."
Two abstained.

FINANCIAL REPORT

November and December 2011 Financial Report

Mr. Boyd directed attention to the November and December Financial Reports and the ending balance of \$6,779.83. The federal grants program was of extreme benefit in terms of compensating salaries.

Temporary Budget

Mr. Boyd said Commissioners received the temporary budget which covers the first three months of 2012. We are pleased that salaries will be fully funded, however, this is a very fluid document and it can be subject to change at any time.

Mr. Siegel moved and Mr. Brotzman seconded the motion to approve the November 2011 Financial Report.

All voted "Aye."

Mr. Siegel moved and Mr. Morse seconded the motion to approve the December 2011 Financial Report.

All voted "Aye."

Mr. Schaedlich moved and Mr. Zondag seconded the motion to approve the Temporary Budget for 2012.

All voted "Aye."

PUBLIC COMMENT

There was no public comment

LEGAL REPORT

Josh Horacek, Assistant Prosecutor, said there was no legal report.

DIRECTOR'S REPORT

Mr. Boyd said the "Eastern Lake County Coastal Tributaries Balanced Growth Plan" is complete. He and Mr. Radachy are going to the endorsement presentation in Columbus on February 2, 2012. Mr. Radachy continues to consult with Madison Township and Leroy Township on proactive zoning text issues. They are stakeholder participants in the Arcola Creek Watershed Action Plan.

ANNOUNCEMENT

Mr. Radachy said the Northeast Ohio Planning and Zoning Conference will be held on June 22 at the LaMalfa Conference Center in Mentor.

SUBDIVISION REVIEW

Subdivision Activity Report

Mr. Radachy said he has been talking to the surveyor about dedicating the private streets in Loreto Landings. The developer is going through the process of making them public. Staff is currently reviewing the plat. The dedication plat is also going through the Prosecutor's review.

Mr. Radachy said he had a conversation with a developer about land off Lane Road and Bacon Road. The Brooks was done as a ten-unit development by Lake Erie Shores with single family detached condos. They are proposing a possible 70-lot subdivision.

SUBDIVISION REGULATION AMENDMENTS

Mr. Radachy said that the proposed amendments to the Subdivision Regulations are submitted for Planning Commission review. Amendments include:

Amendments to Article I Section 4 (B), Article II, Article III Section 3, Article III Section 4, Article III Section 6, Article III Section 7, Article IV Section 3(B)(9), Article V Section 10. Revision to Article I Section 4(B) (Page 1):

This amendment is adding grubbing as an activity not permitted prior to the acceptance of the improvement plans by the Board of Commissioners. It also states that clearing is permitted after the improvement plans have been accepted by the Planning Commission. "Accepted by the Planning Commission" means the improvement plan cover sheet has been signed by the Planning Commission Chair or Secretary. This is done after the County Engineer, County Sanitary Engineer and County SWCD have approved the improvement plans.

Addition to Article II (Page 1): Addition of definitions of clearing and grubbing.

Revision to Article III Section 3(G)(1) (Page 2): Adding language that states the time period for an extension (one year), the number of allowable extension requests (maximum of three), and establishing that the extension must be applied for prior to the expiration date. It also establishes that the extension is based on unusual or unforeseen circumstances.

Addition of Article III Section 3(I) (Page 2-3): Establishes if a preliminary plan has been substantially changed, but not at the direction of the Planning Commission, then it needs to be re-approved.

Addition of Article III Section 4(G) (Page 3): Establishes that if the final plat is changed, the improvement plans have to reflect that change.

Addition of Article III Section 6(G) (Page 4): Adding language that states the time period for extension (one year), the number of allowable extension requests (maximum of two) and establishes that the extension must be applied for prior to the expiration date. It also establishes that the extension is based on unusual or unforeseen circumstances.

Addition of Article III Section 7(2) (Page 4): Requires all testing and inspection fees to be collected prior to the plat being signed if the improvements were constructed in lieu of surety.

Addition of Article IV Section 3(B)(9)(Page 6): Requires the applicant to remove any existing temporary cul-de-sacs, properly grade, seed the adjacent property and install any property pins if necessary. Current Article IV Section 3(B)(9) was renumbered as 10; 3(B)(10) was renumbered as 11; and 3(B)(11) was renumbered as 12.

Revision to Article V Section 10(A)(2) (Page 6): Adding language that requires the applicant to pay all testing and inspections fees to be collected prior to the plat being signed if the improvements were constructed in lieu of surety. The revisions also will require the applicant to provide a construction surety that will cover the full cost to install the improvements.

Revision to Article V Section 10(A)(B) (Page 7): Removal of 110% references.

Revision to Article V Section 10(F) (Page 7): Adding language that states the County Engineer and the County Sanitary Engineer will provide testing of improvements in addition to the inspection rolls. It also establishes that the applicant will pay inspection or testing fees to all departments and agencies that have jurisdiction per their regulations prior to installation of improvements. The revision also states that the applicant must comply with the County Engineer, County Sanitary Engineer, their inspectors and their rules. This revision also allows for the voiding of the final plat approval by the Planning Commission, the taking of the surety to complete the project, or both actions.

Revision to Article V Section 10(G) (Page 7): Adding language that allows for the conversion of a construction surety to a maintenance surety.

If there are not any changes to the proposed amendments by the Planning Commission or other county offices, a public hearing could be set in the coming months. Mr. Radachy did get one comment from the County Engineer asking for language to Article 4, Section 3 (b) Item 9, Proposed Temporary cul-de-sac. Mr. Gills wants to change the last line to read: *The applicant will also be responsible for setting any disturbed or proposed survey pins and monuments*. Mr. Radachy said he would make that change to the proposed Subdivision Regulations for the next meeting.

Mr. Boyd said that, having met with all the departments several times, they have had ample time for review.

Mr. Adams said the presentation and encapsulation of the items was well done.

LAND USE AND ZONING REVIEW

Mr. Radachy said that there was no meeting this month, but he expects several submissions for next month.

REPORTS OF SPECIAL COMMITTEES

Lake County Coastal Plan Committee November 30, 2011 Minutes

Mr. Adams said that on page 22 of the handout, the minutes of the Coastal Plan Committee read that Painesville Township Park is located at the end of Prouty Road. It should be Hardy Road.

Mr. Boyd said that Madison Township just finished installing breakwaters at the end of Hubbard Road at Madison Township Park. That will be a good pilot project for some of the smaller projects such as in Perry and smaller communities. The prices were favorable. It will be interesting to see what the public feedback will be since citizens criticized the smaller communities for not enhancing the public parks. He gave local officials credit for investing in the public parks and making them much more attractive.

Landscape and Regulations Committee

Mr. Radachy said he sent out a template to create a technical document for the Landscape Committee to review and is asking for volunteers to write certain parts. The Committee will meet before the next Planning Commission meeting to discuss what the Committee wants.

CORRESPONDENCE

Concord Twp. - Review and Update of Sign Regulations

Mr. Boyd said that Concord Township has requested staff's assistance in a review and update of sign regulations. Topics will be assigned to members of a committee which will meet once or twice a month. They are primarily concerned with sign restrictions for commercial areas, but would like to evaluate the needs of residential areas as well. Staff will research best management practices in other communities.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Mr. Boyd said there is an Oil and Gas Leasing meeting at the Fairgrounds sponsored by the Lake County Farm Bureau and the Lake County OSU Extension on February 6, 2012 at 6 p.m.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Mr. Siegel moved and Mr. Morse seconded the motion to adjourn the meeting.

All voted "Aye"

The meeting adjourned at 5:23 p.m.

